

**MINUTES OF THE NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT
FUND COMMITTEE MEETING HELD ON 1st JULY 2021 AT NG-CDF OFFICE**

Members Present

- | | |
|----------------------|----------------------|
| 1. Samuel Nyoike | Chairman |
| 2. Mariam Gatuma | Secretary |
| 3. Zahiya Jacob Haji | Member |
| 4. Virginia Irungu | Member |
| 5. Joseph Kamau | Member |
| 6. Shem Mwangi | Member |
| 7. George Ngugi | Member |
| 8. Benson Kirango | Member |
| 9. Jane Kariuki | Fund Account Manager |

Agenda

1. Preliminaries
2. Reading and confirmation of previous minutes
3. Matters arising from previous minutes
4. Resubmission
5. Reallocation
6. 9th Disbursement
7. Bodaboda and motor vehicle training
8. A.O.B

MINUTE 1/01/07/21/NG-CDFC/ KASARANI: PRELIMINARIES

The meeting was called to order by the Chairman at 9.20am. Opening prayers were led by Virginia Irungu

MINUTE 2/01/07/21/NG- CDFC/KASARANI: READING AND CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING.

The Secretary took the members through the reading of minutes of the previous meeting. The members endorsed as a true copy of what was discussed. The minutes were proposed by Shem Mwangi and seconded by Joseph Kamau



MINUTE 3/01/07/21/NG- CDFC/KASARANI: MATTERS ARISING FROM PREVIOUS MINUTES.

a. Status of court case

The Officer of the Board confirmed having written to the NG-CDF Board seeking for legal advice on the 2nd and final payment to the lawyer, and the response is being awaited to enable the committee make an informed decision.

b. Bursary Forms Issuance

The bursary form issuance is still as scheduled on 5th and 6th July 2021. In preparation of the same, all the chiefs and assistant chiefs are still having the scheduled stakeholders meeting on 2nd July 2021 at Kasarani DCC office.

MINUTE 4/01/07/21/NG- CDFC/KASARANI: PROJECTS RESUBMISSION

The committee noted that there is an amount of Kshs. 2,000,000 for 2016/2017 which was not approved by the headquarter. The amount had been proposed for completion of 3 no. classrooms at Ruai Secondary School. The project had been allocated Kshs. 3,400,000 in FY 014/015 and an additional of Kshs. 2,000,000 in FY 016/017 for its completion, which was not approved. The outstanding issues are yet to be addressed and the committee resolved to allocate this amount to another school, Njiru Secondary (new) school to avoid pro-longed delay in project resubmission.

An amount of Kshs. 2,742,197.41 for FY 2020/2021 for landscaping of Kasarani Deputy County Commissioners field was also given a conditional approval. After some discussion it was noted that the landscaping cannot be implemented at the moment as the field is being utilized as a construction site by the company implementing Kasarani Ruai sewer. It was therefore resolved to also allocate this amount to construction of three classes at Njiru secondary (new) school.

The approved activity is therefore as shown below

S/N	Declined projects	FY	Amount	Proposed new project	Amount
1	Ruai secondary school 2 no. classrooms completion	2016/2017	2,000,000	construction of 3 no. classrooms to completion at Njiru secondary (new) school	4,742,197.41

2	Landscaping of field at the new Kasarani Sub County Headquarters, an area of 11,200M2	2020/2021	2,742,197.41		
---	---	-----------	--------------	--	--

MINUTE 5/01/07/21/NG- CDFC/KASARANI: PROJECTS REALLOCATION

The committee noted the need for additional funds for the previously advertised projects as shown below.

S/N	Name	Contract Sum	PMC Exp	Total needed	Allocation	Balance required
1	Athi Pry Sch. 4 classes renovation-flooring and painting	1,277,700.00	63,846.00	1,341,546.00	1,000,000	341,546.00
2	Muhuri Muchiri sec school 1 no. class construction	1,382,220.00	69,000.00	1,451,220.00	1,200,000	251,220.00
3	Kasarani Treeside sec construction of 4no. doors ablution block	987,210.00	49,000.00	1,036,210.00	1,000,000	36,210.00
4	Mwiki Sec. construction of ramp upto 1 st floor in an already existing building	1,530,433.00	76,000.00	1,606,433.00	1,000,000	606,433.00
5	Claycity Sec. construction of ramp upto 1 st floor in an already existing building	1,530,433.00	76,000.00	1,606,433.00	1,000,000	606,433.00
6	Gituamba Pry construction of 1no. classroom	1,396,400.00	69,000.00	1,465,400.00	1,200,000	265,400.00

In order to meet the shortage, the committee resolved to reallocate various savings from already completed projects in the previous years.

Members also resolved to reallocate 6 million of unutilized emergency of FY 020/021 to cater for secondary school bursary needs.

The approved reallocation is as shown below

	Approved project	FY	Amount	Reason for reallocation	New proposed project	Amount
1	Kasarani pry 6 classes renovation-flooring and painting	2018/019	82,500.00	Savings	1.Athi Pry Sch. 4 classes renovation-flooring and painting	341,546
2	St Dominics sec 4 classes construction	2017/018	983,000.00	Savings	2.Muhuri Muchiri sec school 1 no. class construction	251,220
3	Jehova Jire Primary 8 classes renovation-Flooring and painting	2018/019	63,504.00	Savings	Kasarani Treeside sec construction of 4no. doors ablution block	36,210
4	Ruai primary school bus purchase- Total allocation was 12,000,000, Kshs. 11,867,250 was reallocated leaving a balance of Kshs. 132,750	2019/2020	132,750.00	Savings	3.Mwizi Sec. construction of ramp upto 1 st floor in an already existing building	606,433
5	Environment-Purchase and installation of 42 metallic dustbins in various schools within the constituency	2018/019	38,549.00	Savings	4.Claycity Sec. construction of ramp upto 1 st floor in an already existing building	606,433
6	Refunds of PMC account balance for various years 2013/014 to 2016/017	various	107,747.00	Savings	5.Gituamba Pry construction of 1no. classroom	265,400
7	NG-CDF Office-Purchase of office furniture and equipment's	2017/018-Supplementary budget	6,985.00	Savings	Secondary School Bursary	6,000,000
8	Emergency	2020/021	6,692,207.00	Unutilized emergency for 020/021		
			8,107,242.00			8,107,242

MINUTE 6/01/07/21/NG- CDFC/KASARANI: 10th DISBURSEMENT

The Officer of the Board informed the committee that an additional Ksh. 13,000,000 has been disbursed from the NG-CDF Board. The relevant AIE B140572 have also been received. Members discussed and resolved to prioritize the entire amount to secondary school bursary vote.

MINUTE 7/01/07/21/NG- CDFC/KASARANI: BODABODA AND MOTORVEHICLE DRIVING PACKAGE

The chairman reported that the Ruai Sub County is yet to benefit from the above package and many youths are still requesting for the same. After a long discussion, members resolved to sponsor a total of 500 persons for bodaboda and 100 persons for motor vehicle driving course. The chairperson was mandated to liaise with the said youths who are mostly in organized groups for proper coordination. The driving schools should be identified through issue of quotation to enable competitive bidding.

MINUTE 8/01/07/21/NG- CDFC/KASARANI: A.O.B


Having no other business, the meeting ended at 2:30pm with a word of prayer led by George Ngugi.

Minutes compiled by:

Marriam Gatuma
Secretary




Signature




Date

Minutes confirmed by:

Samuel Nyoike
Chairperson



Signature



Date